

MINUTES OF THE CITY COUNCIL WORK SESSION held Wednesday, April 10, 2002 for the purpose of reviewing the Planning & Community Development and Capital Projects budgets for the proposed FY 2003 budget.

The meeting began at 8:14 p.m. It was held in the Senior Meeting Room of the Community Center.

PRESENT WERE: Council members Rodney M. Roberts, Alan Turnbull, Edward V.J. Putens, Thomas X. White and Mayor Judith F. Davis.

STAFF PRESENT WERE: Michael McLaughlin, City Manager; Jeffrey Williams, City Treasurer; David Moran, Assistant to the City Manager; Celia Craze, Planning & Community Development Director; Anne Marie Belton, Executive Associate.

ALSO PRESENT WERE: Amy Boyes, Gazette; Sheldon Goldberg, Greenbelt East Advisory Committee; Diane Oberg, Greenbelt News Review; and Sylvia Lewis.

Ms. Craze began the meeting by reviewing the department's Accomplishments and Issues and Services. She distributed a list of all of the current projects being worked on by Planning, Community Development, and Animal Control staff. She noted that of the 62 projects listed, 14 are being handled by the department's two interns. Ms. Craze stated that the interns have been a great asset to the department with these projects as well as other projects. One of the interns will be leaving at the end of April and the other intern will leave during the summer. In order to continue on these projects, the creation of an additional entry level planner position would be quite useful. This request will be added to the list for further consideration at the final budget work session.

With the reestablishment of the Animal Control program this fiscal year, a temporary animal holding facility was established in the Public Works facility. The current space is not ideal for the animals or Public Works employees and another location is necessary. The Planning department is considering the Jaycees clubhouse as a permanent facility.

<u>Community Development</u> - The City's Board of Appeals, when established, was expected to meet more frequently than they currently meet. Since its start, a flat stipend of \$1,200 has been paid to Board members. However, the City's experience is that the Greenbelt Board of Appeals has averaged only three meetings per year. The fee for these members is proposed to change to a set fee of \$200 for each member every year with an additional \$100 per meeting per member. This change was suggested at this work session and will be brought to the final budget work session for further review.

<u>Animal Control</u> - The suggestion was made to add the number of animals taken into care and the number of animals placed in a home to the Performance Measures.

<u>Capital Projects</u> - In reviewing the list of proposed capital projects a request was made to find out when the garages located behind the Mobil service station were built (item 7). More information on the replacement of a boiler room door at the Community Center was also requested (item 9).

An additional \$25,000 needs to be added to revenue funding from the Maryland Historic Trust on page 185. Council inquired about the status and funding for a skate park. Mr. McLaughlin said that funding for this project was left out accidentally and that there should be \$5,000 budgeted for this project. Mr. McLaughlin also informed Council that he would update Council of the status of this project under a confidential memo due to a personnel issue.

It was also noted that a possible new fire station should be added to the list of projects for long term consideration for which funds have not yet been identified (page 188).

Ms. Craze gave an update on the bids received for the construction of restroom facilities at Buddy Attick park. All of the bids received were rejected because they were over the budgeted amount for the project. Ms. Craze noted that all bids were in the \$200,000 range.

Ms. Craze also updated Council on the observatory project. The Astronomy Club had originally planned to build a deck around the entire observatory. This would increase the cost of this project by \$25,000. When the deck is eliminated the cost is \$30,000. The Astronomy Club has \$20,000 for this project and would like Council to consider contributing the remaining \$10,000. The Club has stated that they will turn over the observatory to the City when the project is decided on.

Other Items - A letter from Kathleen Gallagher, City Clerk, was distributed describing a possible problem with interpreters for the final budget work session. The interpreters that have agreed to sign for the Monday night work sessions plan on spending approximately up to three hours of interpreting. The final budget work sessions tend to run, on average, until 1 a.m. This would present a problem to the interpreters. Council decided to hold the final budget work session until 11 p.m. and if further discussions are required to adjourn the meeting and continue on the following evening.

<u>Information Items</u> - Mayor Davis handed out maps from COG that are to be used as a compilation of future road layouts for the metropolitan area. Mayor Davis also informed Council that a section of the Regional Emergency Coordination Plan Framework Plan would be given to them in their weekly packet the week ending 04/12/02. She also requested that Council members return the City Manager evaluation forms to her by April 17, 2002.

The meeting ended at 10:50 p.m.

Respectfully submitted, Anne Marie Belton Executive Associate